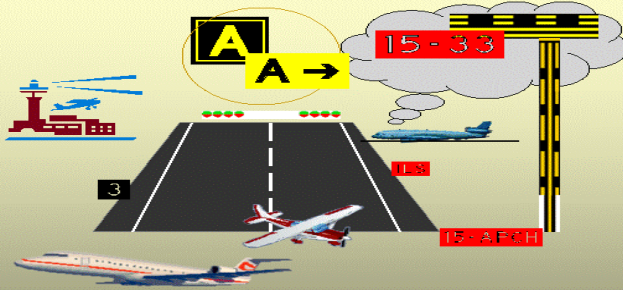




AIRPORT CERTIFICATION INFORMATION BULLETIN



Eastern Region
Federal Aviation Administration
Airports Division, AEA-620
Safety & Standards Branch
1 Aviation Plaza,
Jamaica NY 11434

AEA-06-09
May 4, 2009

Bulletin: 2009-06
Subject: **May V/PD Awareness Month**
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Application:
This bulletin is being sent to all Part 139 certified airports. Please distribute to all Airport Operations staff.

Background:
In a nation wide effort to prevent runway incursions, Eastern Region has joined other regions in declaring **May V/PD Awareness Month**. Although in operational errors the airport operator may not be the catalyst for the incident or accident, your actions could have played a significant role in their prevention and enhancement of overall safety.

The FAA has established new performance targets for runway incursions in FY 2009. Although we have made good progress in reducing serious runway incursions (category A and B), overall runway incursions of all types (category A, B, C, and D) continue to increase. In FY 2008, total runway incursions increased by 16 percent to a total of 1,012, of this number 196 were caused by V/PDs. The FAA has set a target to reverse the increasing trend and achieve a ten percent reduction over the next five years. Our target for FY 2009 is to achieve a one percent reduction. For V/PDs, a one percent reduction means we have a nation wide goal of holding V/PDs to 194 or less. This national reduction translates to keeping **Eastern Region V/PDs at no more than 22**.

THE FAA DEFINES A RUNWAY INCURSION* AS:

A runway incursion is any unauthorized intrusion onto a runway, regardless of whether or not an aircraft presents a potential conflict. This is the international standard, which the FAA helped develop and was adopted by the International Civil Aviation Organization two-and-a-half years ago. The FAA adopted this definition last year. A common definition gives the international aviation community an apples-to-apples way of comparing data. Analyzing trends in similar data from other countries could help identify ways to reduce runway hazards.

It is important to note that the FAA formerly tracked incidents that did not involve aircraft in potential conflict as “surface incidents” and not as runway incursions. Surface incidents were tracked and monitored separately from runway incursions. Most of these events are now considered Category C or D incursions, which are low-risk incidents with either no conflict potential or ample time or distance to avoid a collision. This means that the total number of runway incursions will rise, but only because surface incidents are now classified as Category C or D incursions.

Runway incursions are classified into these areas:

- **Operational Error (OE)** - *A failure of the air traffic control system that results in loss of separation.*
- **Pilot Deviation (PD)** - *The action of a pilot that results in violation of the Federal Aviation regulations (FAR).*
- **Vehicle/Pedestrian Deviation (V/PD)** - *Any entry or movement on the movement area by a vehicle (including aircraft operated by non-pilots) or pedestrian that has not been authorized by air traffic control.*
- **Surface Incident (SI)** - *Any event, including runway incursions, other than an accident, where unauthorized or unapproved movement occurs within the airport surface movement area or an occurrence on the airport movement area associated with the operation of an aircraft that affects or could affect the safety of flight.*

There are four categories of runway incursions:

- **Category A** - *is a serious incident in which a collision was narrowly avoided*
- **Category B-** *is an incident in which separation decreases and there is a significant potential for collision, which may result in a time critical corrective/evasive response to avoid a collision*
- **Category C-** *is an incident characterized by ample time and/or distance to avoid a collision*
- **Category D-** *is an incident that meets the definition of runway incursion such as incorrect presence of a single vehicle/person/aircraft on the protected area of a surface designated for the landing and take-off of aircraft but with no immediate safety consequences*

**Please note the Cert-Alerts mentioned herein do not include the new definitions listed above.*

As of the date of this Cert Bulletin Eastern Region's V/PDs are as follows:

Category:	A	B	C	D	SI
Number:	0	0	4	8	3

Action Required:

1. Implement your own May V/PD Awareness Month Program at your airport.
2. Take immediate action to alleviate any potential hazards that would indirectly or directly lead to a V/PD. We recommend that the V/PD runway incursions be incorporated into V/PD training programs and used as examples of how easily vehicle operators can be involved in a runway incursion if not paying close attention when operating on the movement area.
3. Vehicle/ Pedestrian Deviation Best Practices:

Driver Training

- Teach everyone visiting the airfield to "hug the hangar" and get help if they become lost or separated from their escorts
- Initial and recurrent training in procedures for access to the movement area is required for all airport personnel
- Initial and recurrent training is strongly recommended for tenants, contractors and non-airport employees, please reference Part 139.329
- Regular recurrent training is strongly recommended for all persons with access to the movement area
- Make recurrent driver training a mandatory part of the airport badge issuance and renewal process
- Implement the use of standard aviation terminology
- STAY ALERT- situational awareness is the key to your safety

Escorting

- Escorts are responsible for guests during the entire time they are on the airfield
- If you allow someone onto the airfield through a security gate you have automatically become their escort
- If you do not want to assume the responsibility of being an escort then do not allow those persons onto the airfield
- Do not allow an escorted vehicle to break away from your supervision
- When escorting another vehicle in the movement area always inform ATC that you are a "party of two"
- If you improperly escort a vehicle or pedestrian, you are putting their life in danger

Operational Errors

- Establish an LOA with your ATCT to ensure that vehicles and pedestrians on an active runway are communicating on the same ATCT frequency as the aircraft for the runway (e.g. local / tower frequencies)
- If there are periods in the day when a single ATC controller is operating local and ground control frequency, procedures should be in place to monitor both frequencies so the vehicle operators can audibly hear all aircraft movements
- Execute periodic radio checks (every 10-15 minutes) when conducting extended operations on an active movement area
- Be attentive to changes in assigned controllers. If you become aware of new voices on the frequency, check in with ATC to reinforce your clearance.
- Close a runway whenever possible to conduct other than brief airport operations (e.g.: snow and ice control operations; maintenance activities; wildlife mitigation, etc.)
- If visibility is poor and the ATCT can't see you on or near a runway, consider waiting for the visibility to improve before coordinating access.
- Issue current NOTAMS anytime conducting snow removal, mowing and maintenance operations
- Conduct opposite flow runway inspections. Runway inspections should be conducted toward the flow of aircraft landing and departing as much as possible
- Use tunable radios and avoid the use of scanning radio equipment to avoid miscommunications
- Eliminate confusing call signs for vehicles operating in the airport operations area
- Maintain a well defined mowing plan and procedures, including specific area "designations"
- Use high visibility vehicles to increase conspicuity for pilots, controllers, and other drivers operating on the AOA
- All vehicle lights (high beams, flashers, beacons, and strobes) should be turned on when crossing or operating on runways, taxiways, movement areas and safety areas
- Ensure drivers know where to look for traffic when a pilot isn't talking to the tower or broadcasting on CTAF
- The Airport Operator and local Air Traffic Control should meet after each snow removal operation and/or any other unusual event to discuss lessons learned
- Determine and publish "line-of-sight" restrictions – can aircraft at opposite ends of the runway see each other or an airport vehicle?
- Advertise seasonal crops, which might affect line-of-sight for pilots

Limo Operations

- Limo drivers are unfamiliar with airports and should always be escorted to and from their destination
- Have limo drivers drop their passengers at curbside and then have authorized personnel golf cart passengers to aircraft

Delivery Trucks

- Escort all delivery trucks onto the airfield especially during the holiday season
- Provide airfield maps for delivery trucks with prohibited areas clearly marked
- Never allow tenants to open a security gate for a delivery truck and then “point the way” for them to go

Movie Crews

- Provide hard boundaries for all movies crew personnel
- Provide escort supervision for movie crews
- Permission must be granted by ATC to enter the movement area to “get that perfect shot” (this also applies to photographers visiting the airfield)

Airfield Operations & Maintenance Tug/Tow Operations

- Do not proceed onto a runway unless you have specific clearance/coordination with Air Traffic Control (ATC)
- Read back all runway hold short instructions BEFORE proceeding onto a runway
- All vehicle lights (high beams, flashers, beacons, and strobes) should be turned on when crossing or operating on runways, taxiways or the AOA.
- If unable to contact ATC check that your radio is turned on, ensure that the proper channel is selected and that the volume and that the squelch are all adjusted properly
- If radio communications with ATC is not possible, await light signals or call the tower on your cell phone
- Always use a current airport diagram for reference
- If you do not have a VHF communications radio, never drive into the movement area without an ATC clearance to assist a pilot or to warn a pilot of a perceived problem...call the tower on your cell phone to arrange a clearance or to have them relay the warning to the pilot

Construction

- Make certain that all workers who change shifts understand the airfield conditions applicable to their new shift
- Make certain that construction crews understand the unique circumstances at your airport as opposed to other airports where they may have worked
- When in doubt construction crews should be able to call airport management or airfield operations at all times they are working

Consequences

- 14 CFR Part 139.329(b) Establish and implement procedures... identifying the consequences of noncompliance with those procedures by an employee, tenant or contractor
- Include consequences in lease agreements
- Include consequences in construction contracts

- Impose fines or administrative fees to defer the cost of Vehicle/Pedestrian Investigations
- Empower airport operations with the authority to issue citations
- Develop a “points system” leading to the suspension, revocation or electronic deactivation of airport identification badges or access gate cards

Attachments:

- CertAlert 06-05, Stop Runway Incursions & Surface Incidents Now
- CertAlert 04-05, Investigating of a Vehicle Pedestrian Deviation (VPD) Caused by a Mechanic Maneuvering an Aircraft.

Links:

- V/PD Briefing PowerPoint
www.faa.gov/airports_airtraffic/airports/airport_safety/media/vpd_briefing.pdf
- Interactive training
http://www.faa.gov/airports_airtraffic/airports/resources/advisory_circulars/media/150-5210-18A/150_5210_18a.doc